

SEDIMENT AND EROSION CONTROL INSPECTOR

GRADE: 18

FLSA: NON-EXEMPT

CHARACTERISTICS OF CLASS:

The Sediment and Erosion Control Inspector performs difficult, technical inspection work and intermediate administrative work to determine compliance status of Rockville businesses and residents with environmental requirements related to installation and maintenance of temporary and permanent erosion and sediment control measures on construction sites. The inspector receives general supervisory direction and review from the Stormwater Program Manager and the Chief of the City's Environmental Management Division (EMD). The work directly impacts erosion and sediment control at construction sites and requires coordination and collaboration with other members of EMD as well as representatives of other interested City departments and divisions.

The inspector prepares for and conducts preconstruction meetings; performs random and scheduled site-visits to inspect construction sites for compliance with applicable City, State and Federal erosion and sediment control regulations, requirements, permits, and site development plans. The inspector prepares detailed technical reports of findings and conclusions that involve the interpretation of regulations and requirements. Reports generally include identification and documentation of compliance/noncompliance and recommendations for corrective actions. The inspector follows-up to track progress towards compliance and to verify that corrective actions have been taken. Where warranted, the inspector participates in and supports formal enforcement actions to compel compliance with all applicable environmental laws.

The work requires journey-level knowledge of inspection methods and techniques corresponding to grading, landscaping, soil stabilization, seeding, erosion and sediment control and stormwater management combined with knowledge of applicable environmental regulations and regulatory processes and requirements. The work involves contacts with the general public, business representatives, and contractors concerning erosion and sediment control matters. Tact, discretion, and persuasion are required when explaining compliance and maintenance requirements and when participating in enforcement actions. The work requires moderate physical exertion, working regularly with lightweight materials and possibly employing the use of specialized tools such as turbidity meters. Working conditions are somewhat disagreeable due to exposure to disagreeable elements (i.e., dirt, heat, cold, rain, snow).

EXPECTATIONS OF ALL CITY EMPLOYEES:

- Learn and demonstrate an understanding of city, department and division goals.
- Serve and meet the needs of customers during routine or emergency situations.

- Ability and willingness to work as part of a team, to demonstrate team skills, and to perform team responsibilities and meet team expectations and goals.
- Ability to assess his/her work performance or the work performance of the team.
- Plan and organize his/her work, time and resources, and if applicable, that of subordinates.
- Contribute to the development of others and/or the working unit or overall organization.
- Produce desired work outcomes including quality, quantity and timeliness.
- Communicate effectively with peers, supervisors, subordinates and people to whom service is provided.
- Understand and value differences in employees and value input from others.
- Consistently report to work on time and properly attired.
- Consistently prepare high quality work assignments completed on schedule.
- Consistently display a positive behavior with regard to work, willingly accept constructive criticism and be respectful of others.

EXAMPLES OF DUTIES:

- Conducts site visits (both scheduled and random) to observe and collect data sufficient to determine compliance with applicable sediment and erosion control permits and plans, city and state requirements, and regulations.
- Conducts preconstruction meetings with property owners, contractors, and/or developers to provide education on appropriate BMPs and city inspection compliance protocols, determine identity of property owner or facility operator, and determine prioritization criteria for conducting site visits.
- Researches existing files, permit applications, site development plans, technical reports, initial sediment and erosion control plan and stormwater management development plans and any other available information related to properties being inspected.
- While on-site, collects photographic evidence of physical features and takes notes describing the activity and property/facility; updates information on subsequent visits.
- Assesses, evaluates, and identifies regulatory non-compliance and/or deficiencies with local, State, and /or Federal sediment and erosion control, water pollution, stormwater management requirements and/or regulations.
- Develops technical recommendations in conjunction with the Engineering Division review staff to implement appropriate grading, stabilization, phasing, seeding, and other sediment and erosion control compliance measures, including potential recommendations that go 'beyond compliance' and address the property's overall sustainability.
- Coordinates with the property owner or designated representative to develop a compliance agreement, including technical solutions and timeframes.
- Supports formal enforcement action to return the site to compliance in a timely manner.
- Periodically re-visits sites to verify that corrective action has been taken, to track progress towards compliance, and/or to ensure the facility remains in compliance

- Works with Rockville Police Department, Montgomery County Department of Environmental Protection, and the Maryland State Department of Environment to gather evidence supporting prosecution of persons and/or to investigate noncompliance matters of mutual interest.
- Participates in regional erosion and sediment control assessment initiatives.
- As appropriate, prepares briefings, fact sheets, program reports and memoranda for senior leadership in the City.
- Prepares and submits required activity reports, including reporting of the City's compliance with State and Federal environmental permits issued by the Maryland Department of the Environment
- Represents the City at conferences and regional meetings
- Attends administrative meetings, training and strategic retreats
- Performs other duties as assigned

QUALIFICATIONS:

Required Training and Experience:

Associate's degree (two years of college courses) from an accredited higher educational institution, with course work in environmental science, environmental studies, engineering technology, management of construction, or a related field. Five (5) years of relevant grading/geotechnical field and inspection experience; or, eight (8) years of in-the-field experience. A valid drivers license; certification indicating attendance in MDEs "Responsible Green Card" training for erosion and sediment control and water sampling; and certification as a sediment and erosion control professional/ inspector from an independent accredited institution preferably NICET, CPESC or CISEC.

Preferred Knowledge, Skills and Abilities:

- Considerable knowledge of local, State, and Federal construction and post construction pollution prevention and sediment control, regulations, permits, policies, and requirements.
- Considerable knowledge of City and State sediment control and stormwater structural and nonstructural controls.
- Considerable knowledge of Site-visit protocols, checklists, data collection practices, and documentation requirements appropriate to conducting environmental compliance investigations.
- Considerable knowledge of regulatory operations such as permitting, inspections, and/or enforcement.
- Working knowledge of project planning, management, and implementation.
- Strong written and verbal communication skills, including public speaking and technical report writing and editing abilities.
- Ability to work collaboratively with others.
- Ability to work independently.